App. F. IX-4

41-2

-193- .

(Pt)

Previous References

File No. 27. 41

Serial Nos. 2 + 8

Later References.

PRESERVED

(P-14)

GENERAL AND REVENUE SECRETARIAT.

erial Nos. 2

Part B for Sept 41

SUBJECT.

Standard list of forms of the Stamp Depo

To The Inspector Genl of Regs & Secy P C of Govt Comptr to Govt

WD 0578—GPB—22,500—12-9-39

1314-16 & 15/9

Sanction the forms

W/10

Standard list of forms of the Stamp Deptt.

Serial No.

2. Letter no. P.C. 834 dated 12.8.1941 requesting sanction of Govt. to the standard lists of forms required by the Stamp Department.

Submitted with a draft sanctioning for orders. The Stamp Section may also be consulted.

28.8.41. 29/8.

GEN. & REV. SECRETARIAT. 29 AUG. 1941 1002 FINANCIAL BRANCH

Dr fmr of remarks
29/8

Submitted
May be approved — the form of stamps has counterfeited

30/8

No remarks

2/9

JLJ 29/9/41

Asstt. A.F.

The draft G.O. may be approved
2/9

To, the Supt. Dept Cty
Secy P.C.
Con of St.
Comptr of Cl — 10/9/41
1314 — 15/9/41
Sanction the three standard lists to be printed temp, to the St Con

TYPING 11 SEP. 1941

No. P. C. 834

Encl. copy of letter; 3 statements in duplicate

Ms 27.41.2

OFFICE OF THE SECRETARY, PRESS COMMITTEE.
GOVERNMENT PRESS,

Bangalore, dated 8th August 1941.
12

FROM

B. KRISHNASWAMY CHETTY, ESQ., B.E., A.R.P.S., M.A.S.M.E.,
SECRETARY, PRESS COMMITTEE,
BANGALORE.

DEVY. DEV. DEPT.
13. AUG. 1941
GOVT OF MYSORE

548

The Secretary to Government,
Development Department, Bangalore.

GEN. & REV. SECTT.
1 AUG. 1941
AGRI. & FORST BRANCH.

SIR,

Subject:- Standard list of forms of the Stamp Department.

I have the honour to submit herewith for sanction of Government a standard list of forms in duplicate relating to Stamp Department received back with countersignature from the Commissioner of Stamps, with his letter No.Per.17/39-40, dated 25-3-1941, copy of which is enclosed for kind information.

Regarding the discrepancy in the number of copies provided in the standard list, referred to by the Stamp Commissioner, in the letter referred to above, it is submitted that the number provided for in the list was arrived at after taking into account the actual requirements with an extra 20 per cent margin. As the supply will be made annually on indent as per actual requirements no change in the number of copies noted in the standard list is proposed. Necessary alterations have been made in the standard list in respect of form No.24 A and 41 of the Stamp Superintendent's office and also in respect of other financial and common forms as desired.

I have the honour to be,
Sir,
Your most obedient servant,

8/8/41

Secretary,
Press Committee.

DRS.

Ms.

Letter No.Per.17/39-40, dated 25th March 1941, from the Commissioner of Stamps in Mysore, Bangalore, to the Secretary, Press Committee, Bangalore.

- - - -

3

With reference to your letter No.P.C.279, dated 24th Jan. 1941, I have the honour to return herewith, countersigned, the three statements of Departmental, Financial and Common forms, as desired therein. The quantities proviced in the statement in respect of the marginally noted forms fall too short of the actual requirements and I therefore request that the quantities asked for in the statements forwarded with this office letters Nos.Per.17/38-39, dated 21-9-1939, and Per. 17/38-39, dated 6-4-1940, may be supplied.

Form No.1 to 10.
18
32
32 A
35
54
58
60 to 62
72

Form No.24 (a) Supervisor's sale statement is proposed to be discontinued on the presumption that these details are contained in form 41; but it is totally a different one. This being an important sales statement form, 100 copies may be printed and supplied once in 5 years.

As regards Financial forms, Challan Books (item 24 as per your list) need not be supplied to this office as there are no cash transactions. Instead of one book provided for the office of the Superintendent of Stamps, three books may be supplied. Against two forms of schedule of Establishment, four may be supplied to the Stamp Manufactory.

As regards Common forms, "To" and "From" registers are not used in this office and in lieu thereof the following registers of "Disposal System" may be supplied.

1. Current Register of papers received .. 4 books.
2. Current Register of Petitions received.. 1 book
3. R.Dis. Register. .. 1 book
4. D. Dis Register. .. 3 books.

- - - -

" Copy "

For Secretary,
Press Committee.

DRS.

STANDARD LIST OF FORMS..... S T A M P .DEPARTMENT.

WD —GPB—1,000—22-10-40

Serial Number	Authority	Form No. or page of Manual	Name of the form or register	Size of form or register	No. of pages in the register	Whether to be printed on one side or both sides	Whether to be perforated, ruled or page numbered and book numbered	Kind of paper	Period of supply	Quantity	Remarks
1		1	Detailed register of monthly stock, sales and balance of general stamps.	F.C.	50 sets each set should have ¼ F.C. inter leaves 12 each	Both sides	Ruled	20 lbs F.C.	Once in 5 years	100 6,000 loose sets.	Loose sets to be printed in the same form but the size may be reduced to ¼ F.C breadthwise to avoid waste.
						District and Taluk Treasuries at the rate of one each. ~~of~~ loose 6,000 at the rate of 65 sets to Treasury for 5 years. Stamp Supplies may be supplied 70 sets of Full Shuts once in 5 years.					
2		2	Court Fee stamps, - do -	F.C.	-do- 8 each	-do-	ruled	20 lbs. F.C.	Once in 5 years	100 6,000 loose sets.	- Do - do -
						District and Taluk Treasuries at the rate of one loose 6,000 at the rate of 65 sets to Treasury for 5 years. Stamp Supplies may be supplied 70 sets of Full shuts once in 5 years.					
3		3	Detailed register of monthly stock, sales and balance of ~~Court~~ Hundi, Receipt, Copy, notorial and Excise agreement stamps.	F.C	-do- 3 each	Both sides	Ruled	20 lbs F.C	Once in 5 years	100 6,000 loose sets.	- Do - do -
						District and Taluk Treasuries at the rate of one loose 6,000 at the rate of 65 sets to Treasury for 5 years.					
4		4	Statement of stamp realisation on account of Duty on impounding unstamped and insufficiently stamped documents (2) fines and penalties and (3) Miscella-	½ F.C.	2 Qrs.	Both	Nil	20 lbs F.C.	Once in 5 years.	100	(Taluk, District Treasuries and Stamp Commissioner's offices at the rate of

5		5	Stamp Vendors Register.	½ F.C.	150 leaves	Both	- do -	age umbered nd ruled	20 lbs F.C.	Annual	500	(District and Taluk Treasuries as per distribution statement.
6		6	Annual comparitive statement of receipts and charges in the Stamp Department.	Only 25 forms are required Need not be printed.					ually in aggregate.			
7		7	Statement showing the balances and sales of stamp in the District or State.	About 20 forms are requi printed.					ually. Need not be			
8		8	Comparative statement of detailed sales of judicial stamps.		- Do -		- do -		- do -			
9		9	Comparative statement of detailed sales of Non-judicial stamps.		Do -		- do -		do -			
10		10	Indent for stamps by Stamp Vendors.	½ F.C	Nil	Both	Nil		Nil	Badami	Annual	20,000 (District and Taluk Treasuries as per distribution statement).
11		11	Register of remarks passed by the Commissioner of Stamps on the notes of inspection conducted by the Ex-officio Inspectors.	One book of about 3 quires by the Stamp Commissione book may be used. Need					required once in five years office only. Henco, blank be printed.			

18		15B	- do -	Records of ts or offices.	-do-	-do-	-do-	-do-	Nil	-do-	-do-	100	- Do -
19		15C	-do-	Civil Courts	½ F.C	Nil	One	Nil	Nil	-do-	-do-	100	- Do -
20		16	Statement of Impounded documents.		F.C.	2 Qrs.	Both	Wrapper with stiff back	Nil	20 lbs F.C	-do-	90	District Taluk offices.
21		16A	- do -	Loose shee	½ F.C	Nil	One	Nil	Nil	Badami	-do-	1,100	- do -
22		17	Statement of stores re ed rail from outside Mysore State.		This is a monthly statement form required by the Stamp Commissioner, Stamp Superintendent and Superintendent of Stamp Manufactory. Need not be printed.								
23		18	Statement of Institutio fee awarded to Cover in pauper suits.		Double F.C.	100 leaves	Both	Card board calico back	Nil	20 lbs	Annual	10	Stamp and Deput Commissioners' offices.
24		18A	- do -	loose sh s	½ F.C Breadth-wise	Nil	Both	Nil	Nil	Badami	-do-	130	- do -
25		19A	Comparative statement stock issue of plain marked paper in the C er Depot.	ral	Only about 10 to 12 forms are required. Need not be printed.								

STANDARD LIST OF FORMS, ...S....T....A....M....P.....DEPARTMENT.

WD —GPB—1,000—22-10-40

Serial Number	Authority	Form No. or page of Manual	Name of the form or register	Size of form or register	No. of pages in the register	Whether to be printed on one side or both sides	Nature of binding	Whether to be perforated, ruled or page numbered and book numbered	Kind of paper	Period of supply	Quantity	Remarks
12		12	Register of unstamped or insufficiently stamped documents and prosecution instituted for infringement of stamp	.C.	2 quires	Both	Wrapper with stiff back.	Nil	20 lbs F.C	Once in 5 years.	11 books.	(Deputy Commissioners of Districts and Stamp Commissioner's office, one to each.
13		12A	Loose sheets.	F.C.	Nil	-do-	Nil	Nil	Badami	-do-	1,200	D.C =) 24+9=21 S.C =) 1,200 24+1=2 / 24
14		13	Register showing the refund and renewals of spoild or useless non-judicial stamp sanctioned by the Stamp Commissioner.	F.C	2 Qrs.	-do-	Nil	Nil	20 lbs F.C	-do-	1	Stamp Commissioner.
15		14	Statement showing the value of non-judicial stamps refunded in the several offices of the District.	½ F.C	2 Qrs	-do-	Nil	Nil	-do-	Annual	90	(One book to each District and Taluk Treasury.
16		14A	-do- Loose seeots.	-do-	Nil	One	Nil	Nil	Badami	-do-	1,350	(District and Taluk Treasurie at 15 each.
17		15A	Memo of Inspection of Stam Depot of Treasuries/	F.C.	2 leaves	Both	Booklet of 2 sheets.	Nil	-do-	-do-	100	(Office of the Ex-officio Inspectors of

102		78	- do - copy stamps 2 as. and 3 as.	-do-	Nil	-do-	Nil	Nil	-do-	-do-	2 as 1000 3 as 200 C&M.Stn. 100	- do -
103		79	- do - Court fee stamps annas and rupees.	-do-	Nil	-do-	Nil	Nil	-do-	-do-	500 each	- do -
104		80	- do - Entertainment Tax.	-do-	Nil	-do-	Nil	Nil	-do-	-do-	250	- do -
105		81	- do - Receipt stamps.	-do-	Nil	-do-	Nil	Nil	-do-	-do-	250	- do -
106		82	Slips to be attached to the packets (11 kinds).	1/16 cart-ridge.	Nil	One	Nil	Nil	cart-ridge	-do-	250	- do -
			Rupee General stamps 5000 " Court fee " 2500 Anna -do- " 5000 Copy stamps 2 as. " 6000 -do- 3 as. " 2000 Receipt Stamps. 1000 Entertainment Tax stamps anna 750 - do - rupee 750 Hundi rupee ~~Hundi rupeent~~ stamps 1000 " " annas stamps 1000									

COUNTERSIGNED ~~COUNTERSIGNED~~

Bangalore,
Dated 17th Jan. 1941.

SECRETARY,
PRESS COMMITTEE.

For COMMISSIONER OF STAMPS
IN MYSORE.

DRS.

STANDARD LIST OF FORMS, ...S T A M P..... ....DEPARTMENT.

WD —GPB—1,000—22-10-40

Serial Number	Authority	Form No. or page of Manual	Name of the form or register	Size of form or register	No. of pages in the register	Whether to be printed on one side or both sides	Nature of	Whether to be perforated, ruled or page numbered and book numbered	Kind of paper	Period of supply	Quantity	Remarks
93		70	Statement showing the particulars of refund or misused stamps in Taluks.	½ F.C	2 Qrs	Both	Thick wrap with s bac	Nil	~~Sixths~~ ~~Krfx~~ Badami	Annual	100	District and Taluk Treasuries.
94		70A	- do - loose sheets.	-do-	Nil ~~xdxx~~	-do-	Nil	Nil	-do-	-do-	1500	- do -
✓95		71	Application for affixing impressed labels to documents.	¼ F.C	Nil	One	Nil	Nil	Badami	Once in 3 years.	1500	Superintendent of Stamps.
96		72	Memo of forwarding impressed documents.	½ F.C	200 leaves	One	paper cover	Nil ounter oil perforated	-do-	-do-	10	- do -
97		73	Slips to be attached for water marked paper bundles.	½ F.C	Nil	One	Nil	Nil	-do-	on requisition	10000	- do -
98		74	- do - General court fee, receipt, copy and other stamp	-do-	Nil	One	Nil	Nil	-do-	-do-	10000	- do -
99		75	Slips to be attached to the bundles to be sent to Deputy Commissioners by Postal Insurance.	¼ F.C	Nil	One	Nil	Nil	20 lbs F.C	-do-	500	- do -
100		76	Slips to be attached to the bundles ~~to be sent to Deputy~~ of Hundi stamps annas and rupees.	1/16 F.C	Nil	One	Nil	~~22 lbs~~ Nil	~~xdxx~~ Badami	-do-	500 each	Superintendent of Stamp Manufactory

STANDARD LIST OF FORMS..... .....S.T.A.M.P..... .....DEPARTMENT.

WD —GPB—1,000—22-10-40

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80		57	Register of damaged ~~x~~ water marked papers.	F.C	3 Qrs.	Both	Card board calico back	Nil	20 lbs F.C.	Once in 5 years	3	Superintendent of Stamp Manufactory
81		58	Register of private documents impressed.	F.C.	-do-	-do-	-do-	Nil	-do-	-do-	2	- do -
82		59	Delivery book showing the stamp paper counted and handed over to Central Depot.	F.C.	4 Qrs.	-do-	-do-	Ruled	-do-	-do-	3	- do -
83		60	Statement showing the opening and closing balance of stamps on hand and stamp manufactured and delivered over to the Central Depot.	F.C.	Nil	One	Nil	Nil	Badami	-do-	100	-do-
84		61	- do - Water-marked paper received, the stamp manufactured and damaged during the month.	-do-	Nil	One	Nil	Nil	-do-	-do-	100	- do -
85		62	- do - opening and closin balance of									

			ments, cheques, receipt forms, etc., stamped and delivered over to the Central Depot.	-do-	Nil	One	Nil	Nil	-do-	-do-	100	
86		63	Invoice book showing the damaged stamp papers counted and handed over to Central Depot.	½ F.C	4 Qrs.	Both	Card board calico	Nil	20 lbs F.C.	-do-	1	-do-
87		64	Statement showing the opening and closing balance of damaged water-marked papers.	-do-	Nil	One	Nil	Nil	Badami	-do-	150	- do -
88		65	- do - Stamps damaged.	-do-	Nil	One	Nil	Nil	-do-	-do-	150	- do -
89		66	Memo of indents for water-marked paper.	¼ F.C	Nil	One	Nil	Nil	-do-	-do-	1,000	- do -
90		67	Memo of Inspection of the office of the Superintendent of Stamps.	½ F.C	5 leaves	Both	Booklet without cover	Nil	20 lbs F.C.	-do-	40	Superintendent of Stamps
91		68	- do - Stamp Manufact	-do-	4 leaves.	Both	-do-	Nil	-do-	-do-	40	Superintendent of Stamp Manufactory.
92		69	Register showing the ref of spoilt misused stam in the Taluk and Distr	F.C.	2 Qrs	Both	Thick wrapper with stiff back	Nil	-do-	Annual	100	District and Taluk Treasuries.

STANDARD LIST OF FORMS, ... S T A M P ..... DEPARTMENT.

WD —GPB—1,000—22-10-40

Serial Number	Authority	Form No. or page of Manual	Name of the form or register	Size of form or register	No. of pages in the register	Whether to be printed on one side or both sides	Nature of binding	Whether to be perforated, ruled or page numbered and book numbered	Kind of paper	Period of supply	Quantity	Remarks
65		42A	Monthly statement of damaged stamps.	½ F.C	1 page	One	N	Nil	Badami	Once in 5 years	150	Superintendent of Stamps office.
66		43	-do- Stamps surcharged C.& M. station.	½ F.C	4 leaves	Both	Booklet	Nil	20 lbs. F.C	-do-	70	- do -
67		44	~~Plus and Minus memo of stamps~~ - do - Hundi stamps.	~~Fx&x~~ F.C.	~~sxmxx~~ One sheet & one inter-leaf of ¼ sheet.	One side inter-leaf Both	-do-	Nil	-do-	-do-	70	- do -
68		45	Plus and Minus memo of stamps.	F.C.	4 full sheets	Both	-do- paper cover	Ruled	Badami	-do-	150	-do -
69		46	List of private documents sent to the Manufactory.	¼ F.C	Nil	One	Nil	Nil	-do-	-do-	8,000	- do - 360 per year.
70		47	Supervisor's indent for stamps.	½ F.C	Nil	One	Nil	Nil	-do-	-do-	500	Superintendent of stamps offic
71		48	~~Private~~ partial Invoice.	¼ F.C	Nil	One	Nil	Nil	-do-	-do-	1,000	- do -

			marked paper as per stock register.								
73		50	Statement of damaged water-marked paper.	-do-	Nil	One	Nil	Nil	-do-	-do-	100	- do -
74		51	Statement of stamp duty, etc. realised and credited in the Stamp Superintendent's office.	-do-	Nil	One	Nil	Nil	-do-	-do-	1 pad of 100 forms	- do -
75		52	Stock register of water-marked paper (4 kinds)	-do-	4 Qrs.	Both	Card board calico back	Nil	20 lbs F.C	-do-	20	Superintendent of Stamp Manufactory.
76		53	Register of indents for paper received from the Superintendent of Stamps.	-do-	-do-	-do-	-do-	Nil	-do-	-do-	20	-do-
77		54	Register of daily progress report.	Demy	100 leaves	Both	-do-	~~Nil~~ Ruled	-do-	-do-	3	-do-
78		55	Invoice book showing the damaged water-marked paper counted and handed over to Central Depot.	½ F.C	4 Qrs.	Both	-do-	Nil	-do-	-do-	1	-do-
79		56	Register of damaged stamps.	-do-	3 Qrs.	-do-	-do-	Ruled	-do-	-do-	3	-do-

STANDARD LIST OF FORMS..... S T A M P ....DEPARTMENT.

WD —GPB—1,000—22-10-40

Serial Number	Authority	Form No. or page of Manual	Name of the form or register	Size of form or register	No. of pages in the register	Whether to be printed on one side or both sides	Nature of binding	Whether to be perforated, ruled or page numbered and book numbered	Kind of paper	Period of supply	Quantity	Remarks
44		25	Stock register of Notarial stamps.	F.C	2 Qrs. each	Both	Card board calico	Ruled	20 lbs F.C	5 years	16 books	(Stamp Superintendent's (Office.
45		26	Stock register of Excise Counter past agreement, copying stamps, receipt stamps, and Hundi, entertainment stamps.	No separate printing is necessary. (~~Rimxx~~ includedin Sl.No.44).								
46		26A	- do - loose sheets-- sets.	No separate printing is necessary. (~~Rimxx~~ included in Sl.No. ~~66467~~ 63467 ans.								
47		27	Copy stamps - do -	Included in Sl.No.45. Need not be printed.								
48		28	- do.- Receipt stamps.		- do -			- do -				
49		29	- do - Hundi Stamps.		- do -			- do -				
50		29A	- do - Entertainment stam		- do -			- do -				
51		30	Register of damaged water-marked papers.	½ F.C	2 Qrs.	Both	Card board calico	Nil	20 lbs F.C.	5 years	1	Stamp Superintendent's office.
52		31	Register of issues of water-marked paper for stamps.	-do-	-do-	-do-	-do-	Ruled	-do-	-do-	5	- do -
53		32	Register of private document impressed.	F.C.	5 Qrs.	-do-	-do-	-do-	-do-	-do-	10	- do -
54		32A	Receipt granted for having received the document for impressing stamps.	½ F.C	100 leaves	One	Wrapper cover stiff back	Counter-foil perforated page numbered.	Badami	-do-	20	- do -

			stamps.								
56		34	Invoice register - do -	Demy	-do-	-do-	-do-	Nil	Demy	-do-	5	- do -
57		35	Register of stamps duty realised on documents, etc., and credited to Treasury.	F.C.	4 Qrs.	-do-	-do-	Ruled	20 lbs. F.C.	-do-	& 4	- do -
58		36	Register of documents received from the Collector, C.& M. Station.	½ F.C	2 Qrs.	Both	Card board with calico.	Ruled	20 lbs. F.C	Once in 5 years.	1	- do -
59		37	~~Register of documents~~ Packet register of stamps packed and despatched to Treasuries.	-do-	4 Qrs.	-do-	-do-	do -do-	-do-	-do-	10 books.	- do -
60.		38	Indent Register of stamps.	F.C.	-do-	-do-	-do-	-do-	-do-	-do-	4 books & 25 spare sheets.	-do-
61		39	Monthly statement of General stamps.	Included under Sl.No.1. Need not be printed.								
62		40	-do- Court fee stamps.	Included under Sl.No.2.				- do -				
63		41	-do- Receipt, Copying Notorial, Transfer, Foreign bill Excise contract agreement, etc.	F.C.	8 leaves	Both	Booklet without cover	Nil	20 lbs F.C	Once in 5 years	70	- do -
64		42	Register of damaged stamps.	-do-	20 sets of 3 inter-leaves	Both	Card board calico	Nil	20 lbs. F.C	Once in 5 years	5	- do -

STANDARD LIST OF FORMS, ... S T A M P ..... DEPARTMENT.

WD —GPB—1,000—22-10-40

ial Number	Authority	Form No. or page of Manual	Name of the form or register	Size of form or register	No. of pages in the register	Whether to be printed on one side or both sides	Nature of binding	Whether to be perforated, ruled or page numbered and book numbered	Kind of paper	Period of supply	Quantity	Remarks
26		19B	Statement showing the number and value of stamps manufactured in the factory and delivered to the Central Depot.	Only about 10 or 12 forms are required. Need not be printed.								
27		19C	Comparative statement of stock receipts, issue of stamps in in the Central Depot.			- Do -				- do -		
28		19D	Statement of monthly receipts of stamps at the central Depot and issue to ~~ex~~ the local Depots to the Hon'ble the Resident's Treasury.			- Do -				- do -		
29		19E	Comparative statement of stamps duty realised on private documents.			- do -				- do -		
30		19F	- Do - detailed issue of stamps to the Hon'ble the Resident's Treasury.			- Do -				- do -		
31		19G	Statement showing the stock and sale of stamps in the various depots.			- Do -				- do -		
32		19H	Statement showing the stamp inspection work done by the Ex-officio Inspector of stamps.			- Do -				- do -		
33		19I	Statement of prosecution instituted for infringement	Please see form No. 12. Why this forms again. Need not be printed.								

34		19J	Statement of insufficiently stamped or unstamped instruments on which duty and penalty were levied by Civil Courts and Deputy Commissioners.	Please seen form No.4. Small number is required. Need not be printed.							
35.		20	Stock register of general stamps.	F.C	25 sets with 5 sheets of ¼ F.C inter-leaf.	Both	Card board calico	Ruled	26 lbs F.C	Once in 5 years.	5	(Stamp Superin-tendent's Office
36.		20A	- do - loose sets of sheets.	Please see serial No.1. This need not be printed.								
37.		21	Stock register of Court fee stamps.	F.C	25 sets with 3 sheets	Both	Card board calico	Ruled	26 lbs. F.C.	Once in 5 years	5	
38.		21A	- do - loose sets of sheets.	Please see serial No.2. This need not be printed.								
39.		22	- do - Sur-charged C.&.M station. (1) Court fee (2) Broker's note stamps (3) Copying, (4) Receipt stamps (5) share transfer and (6) Notary stamps.	F.C.	3 Grs.	Both	Card board calic	Ruled	26 lbs. F.C	Once in 5 years	9	- do -
40		22A	Loose sheets.	Need not be printed. Serie o. ~~63~~ 66								
41		23	Stock register of foreign bill ~~and share transfer.~~	No separate printing (include n 39)								
42.		23A	- do - Loose sheets.	Need not be printed. (see s al No.63)								
43.		24	Stock register of Share Transfer.	No separate printing include n Sl.No.39)								
43A.		24A	Monthly statement of foreign bill and share transfer stamps.	½ F.C. (breadth)	3 full sheets	Both	Booklet	Stitched	20 lbs F.C.	5 years	70	Stamp Superin-tendent's office.

Statement showing the details of Financial forms required by the Stamp Department.

5

Sl. No.	Form No.	Name of forms.	Office of supply.			Period.	Quantity
			Stamp Commissioner.	Stamp Superintendent.	Stamp Manufactory.		
1.	11	Schedule of Establishment.	4	4	(2+2)	Annual	(10+2)
2.	12	Revision of Establishment.	4	4	2	-do-	10 one.
3.	13	Establishment Pay bill.	30	30	30	-do-	90
4.	14	Absentee statement.	30	30	30	-do-	90
5.	17	Permanent Acknowleugment certificate.	0	4	4	-do-	8
6.	15	Increment certificate.	8	8	8	-do-	24
7.	18	Contingent register big.	1	1	1	-do-	3
8.	19	Indent for service Postage stamps.	1 book of 100 page	1	1	-do-	3
9.	21	Detailed contingent bill forms payable at Treasury.	25	25	25	-do-	75
10.	26	Application for House Building Advance.	8	8	8	-do-	24
11.	28	-do- Cycle Advance.	6	6	6	-do-	18
12.	30	Statement of advance duduction from pay bills.	25	25	25	-do-	75
13.	31	Re-appropriation Statement.	8	4	4	-do-	16
14.	35	Cash Remittance register.	0	1	0	-do-	1
15.	38	Application for Pension.	6	6	6	-do-	18
16.	41	Stock certificate form.	5	30	25	do-	60
17.	54	Cash book.	1	1	1	-do-	3
18.	56	Acquittance roll.	1	1	1	-do-	3
19.		Court Attachment deduction forms.	20	25	25	-do-	70
20.		Insurance Premia deduction forms.	20	25	25	-do-	70
21.		State Provident Fund deduction forms.	15	15	15	-do-	45
22.		Statement of payment of 10 % balance on foreign bills.	15	15	15	-do-	45
23.		Statement of goods received from outside Mysore State.	Please see form No.41.				

Sl. No.	Xxx F No.	Name ~~of~~ ~~xxxxx~~of forms.	Office of supply.			Period.	Quantity
			Stamp Commis-sioner.	Stamp Superin-tendent.	Stamp Manufa-ctory.		6
24		Chellan books.	✗	(1+4)	✗	Annual	3

Countersigned

Bangalore,
Dated 20th Jan. 1941

Secretary,
Press Committee

For COMMISSIONER OF STAMPS
IN MYSORE.

DRS.

snowing the details of Common forms required by the Stamp Department.

Name of forms.	Office of supply.			Period.	Quantity
	Stamp Commissioner.	Stamp Superintendent.	Stamp Manufactory.		
1. Application for leave.	10	10	10	Annual	30
2. C.R.B. Statements, A,B,C and D, E.	A=50 B,C=25 each D,E=25 each	Nil	Nil	-do-	A=50 B to E=25 each.
3. Attendance register.	1	1	1	-do-	3
4. Service Post Cards.	25	100	0	-do-	125
5. Docket forms big.	100	200	200	-do-	500
6. -do- small.	100	200	200	-do-	500
7. Letter heads.	500	Nil	Nil	-do-	600
8. D.O. letter heads.	250	Nil	Nil	-do-	250
9. Economy slips.	500	1000	500	-do-	2000
10. Reminder forms.	300	200	Nil	-do-	500
11. Indent forms, etc.	2	2	2	-do-	6
12. ~~RxRxR~~. "To" register.	~~2~~	2	2	-do-	~~6~~ 4
13. "From" register.	~~2~~	2	2	-do-	~~6~~ 4
14. Tappal book.	~~3~~ 2	~~2~~	~~2~~	-do-	~~6~~ 2
15. Form Issue book.	1	1	1	on requisition.	3
16. Form Stock book.	1	1	1	-do-	3
17 current Register of papers received	4				4
18 current Register of Petitions received					
19 R. Dis Register					
20 P. Dis. Register					

COUNTERSIGNED

Bangalore,
Dated 20th Jan.1941.

Secretary,
Press Committee.

for COMMISSIONER OF STAMPS IN MYSORE.

DRS.

G. R. S. App. F VI—G 2]

SUBJECT .....

.....

.....

8

Diary No. of letter replied to .....

General and Revenue Secretariat

( )

the *193*

Date of issue 15-9-41 193

Signed by .....

May this be—

(i) printed ?

(ii) treated as a standing order ?

(iii) published in the Gazette, English Part ?

(iv) translated ?

(v) placed at the disposal of the press ?

(vi) published in the Gazette, Kannada Part ?

Section. PH8.

File No. 27-41.

Serial No. 8

Proceedings of the Government of His Highness the Maharaja of Mysore.

Read— Letter No. P.C. 834 dated 12.8.941 from the ~~Supdt. of~~ Secy. Press Committee, Bangalore submitting for sanction of Govt. three standard lists (in duplicate) of departmental, financial and common forms to be printed & supplied to the ~~Comptr.~~ Commissioner of Stamps in Mysore. duly Counter signed by ~~Dewan~~ the latter.

~~Order thereon.—No.~~

order AF 1714 dt. 8/15-9-41

Sanctioned.

MG
10/9/41
— by Dew Secy to Govt.

To. The Supdt. & Secy. press Committee. with a copy each of the standard lists.

" Commr. of Stamps in Mysore.

" Comptr. to Govt.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

9

Read :—

Letter No.P.C.834 dated 12th August 1941 from the Secretary, Press Committee, Bangalore, submitting for sanction of Government, three standard lists (in duplicate) of departmental, financial and common forms to be printed and supplied to the Commissioner of Stamps in Mysore duly countersigned by the latter.

ORDER NO. A-71 (3)(4-16) O+S 27-41-8

Bangalore, dated 15th September 1941.

S a n c t i o n e d.

C. V. Srinivasa Char
for Secretary to Government,
Development Department.

To
The Superintendent and Secretary,
Press Committee with a copy each
of the standard lists.
" Commissioner of Stamps in Mysore.
" Comptroller to Government.

ACA/4.